



COUNTY OF LOS ANGELES
DEPARTMENT OF PARKS AND RECREATION
"Creating Community Through People, Parks and Programs"
Russ Guiney, Director

November 8, 2006

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**APPROVAL OF THE SOUTH COAST BOTANIC GARDEN GENERAL
IMPROVEMENTS PROJECT AND YOUTH EMPLOYMENT PLAN
C.P. NO. 86397
(Fourth District – 3-Vote Matter)**

**JOINT RECOMMENDATION WITH THE CHIEF ADMINISTRATIVE OFFICER THAT
YOUR BOARD:**

1. Find that the proposed project is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to the State CEQA Guidelines and the County's Environmental Document Reporting Procedures and Guidelines adopted by your Board on November 17, 1987, cited herein.
2. Approve the South Coast Botanic Garden project funded by the Regional Park and Open Space District with Specified Funds from the Safe Neighborhood Parks Proposition A of 1992 and 1996 in the amount of \$622,429 as specified in Attachment A.
3. Approve the Youth Employment Plan as specified in Attachment B.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended action will allow the Department of Parks and Recreation (Department) to carry out the General Improvements Project at the South Coast Botanic Garden.

The proposed project consists of demolition of the existing and installation of a new Japanese Garden trellis; replacement of a chain link fence with tubular black steel fencing; replacement of the termite-infested sections of the trellis at the main entry to the Francis Young Hall; replacement of existing and addition of new lighting standards; installation of American with Disability Act (ADA) compliant sidewalk; installation of new turf in three meadow areas; and other site improvements.

The replacement of the Japanese Garden trellis will be accomplished by a Job Order Contract (JOC) managed by the Department. The tubular steel fencing will be accomplished through a purchase order contract. Installation of the ADA compliant sidewalk will be completed by a JOC managed by the Internal Services Department.

In addition, improvements to the main parking lot may be considered upon completion of the aforementioned project scope items. Inclusion of parking lot improvements will depend on estimated costs and availability of project funding.

The Department will utilize At-Risk Youth to assist in the demolition work, pouring of concrete footings, replacement of the entry trellis, and installation of the new lighting standards.

On June 26, 1997, your Board, acting as the governing body of the Regional Park and Open Space District (the District), adopted the Youth Employment Policy (Policy) for projects funded by the Safe Neighborhood Parks Propositions of 1992 and 1996 (Proposition A), including County projects.

In accordance with the Policy, all projects funded in whole or in part by Proposition A for which construction plans were not adopted before September 26, 1997, must have a Youth Employment Plan (Plan) adopted by your Board prior to District reimbursement of construction costs.

Implementation of Strategic Goals

The proposed recommendation furthers the Board approved County Strategic Plan Goal No. 1 (Service Excellence), Goal No. 4 (Fiscal Responsibility), Goal No. 5 (Children and Families' Well-being), and Goal No. 6 (Community Service) by improving the service to patrons of the South Coast Botanic Garden and quality of life for residents in the community.

FISCAL IMPACT/FINANCING

The total cost of the proposed project is estimated at \$622,429 which includes purchase orders for materials and labor, inspection services, miscellaneous expenditures, At-Risk Youth employment, and County services. The improvements at South Coast Botanic Garden will be funded by Safe Neighborhood Parks Proposition A of 1996. Sufficient funds will be available in Fiscal Year 2006-07 (FY 06-07) Capital Project Budget under C.P. No. 86397. The cost estimate and project schedule are detailed on Attachment A.

Operating Budget Impact

Following completion of the project, the Department does not anticipate any one-time start-up costs to program or maintain facility improvements. The Department estimates an increase of \$2,000 in ongoing operating costs for utilities and maintenance of the additional lighting. The trellis and turf improvements are to replace existing amenities, for which the maintenance and operation will be performed with existing resources.

The Department will work with the Chief Administrative Office to determine the appropriate level of operations and available funding. Based on the project's scheduled completion date, the additional costs will begin in FY 06-07. With the concurrence of the Chief Administrative Office, the Department will request \$2,000 to be transferred from the Provisional Financing Uses to fund the operating costs in FY 06-07.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Under the provisions of the County Regional Park and Open Space District policy on employment of youth, the Youth Employment Minimum Obligation of the County is \$15,739,750. The County has met its Youth Employment Goal; however, the Department continues to actively pursue employment opportunities for At-Risk Youth on all construction projects. The attached Plan (see Attachment B) indicates that Youth will assist in the demolition work, pouring of concrete footings, replacement of entry trellis, and installation of new lighting standards.

ENVIRONMENTAL DOCUMENTATION

The proposed project is categorically exempt from CEQA according to Sections 15302 (c) and 15304 (a) (b) of the State CEQA Guidelines and Classes 2 (e) and 4 (a) (c) of the Environmental Document Reporting Procedures and Guidelines adopted by your Board on November 17, 1987 because the project provides for replacement of existing facilities, as well as minor alterations to land and new landscaping.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The project is estimated to be completed within 210 working days. Activities required to complete these projects will result in minimal disruption of services. Signs informing the public of the upcoming work will be posted at each site 30 days prior to the start of construction, and flyers will be circulated.

CONTRACTING PROCESS

The project will be done through purchase orders and Departmental Services Orders. The purchases will be requisitioned through, and accomplished by the Purchasing Agent in accordance with the County's Purchasing policies and procedures, established by the Internal Services Department.

CONCLUSION

Please instruct the Executive Office-Clerk of the Board to return three conformed copies of this action to Parks and Recreation and one conformed copy to the Chief Administrative Office, Capital Projects Division.

Respectfully submitted,



Russ Guiney
Director

David E. Janssen
Chief Administrative Officer

RG:SW

c: Executive Officer (22)
Chief Administrative Office
County Counsel

ATTACHMENT A

SOUTH COAST BOTANIC GARDEN COST ESTIMATE

Description	Delivery Method	Estimated Cost	Estimated Completion Date
Replacement of termite-infested sections of trellis at the main entry plaza to the Francis Young Hall	In-House Labor	\$4,000	11/2006
Removal of existing chain link fence/install 1700 LF of new tubular black steel fencing	Purchase Order	\$106,500	11/2006
Replace 6 lighting standards in main parking lot, install 2 new lighting standards at Upper Meadows and Children's Garden	In-House Labor	\$80,000	1/2007
Install 5 new lighting standards for amphitheater and roadway to Upper Meadows	In-House Labor & At-Risk Youth	\$23,500	1/2007
Install 500 LF (8' wide) of ADA compliant sidewalk from the Administration building to Children's Garden/Upper Meadows	JOC managed by ISD	\$30,500	3/2007
Install new turf in 3 meadow areas	Purchase Order	\$30,000	4/2007
Demolition of existing and installation of new Japanese Garden trellis	JOC managed by P&R	\$220,000	5/2007
Other Site Improvements	Various	\$67,500	Various
Construction contingencies (approximately 10.7%)		\$60,429	
Total Proposed Expenditures		\$622,429	

COUNTY OF LOS ANGELES
DEPARTMENT OF PARKS AND RECREATION
SOUTH COAST BOTANIC GARDEN
GENERAL PARK IMPROVEMENTS PROJECT
YOUTH EMPLOYMENT PLAN
C.P. NO. 86397

BACKGROUND

The proposed project consists of demolition of existing and installation of new Japanese Garden trellis, removal of existing chain link fence and installation of 1700 linear feet of new tubular black steel fencing, replacement of termite-infested sections of main entry plaza trellis at Francis Young Hall, replacement of six lighting standards in main parking lot, installation of two lighting standards at Upper Meadows and Children's Garden and five at amphitheater and roadway to Upper Meadows, installation of 500 linear feet (8' wide) of ADA compliant sidewalk from the Administration building to the Children's Garden and Upper Meadows, installation of new turf in three meadow areas, and other site improvements.

Tasks that may be performed by At-Risk Youth

1. Replace entry trellis
2. Install new lighting standards
3. Assist in demolition work and pouring of concrete footings

Estimated Cost of Youth Employment

Number of Youth to perform work	2
Total estimated hours of youth employment	160
Cost per hour	<u>\$9.50</u>
Total estimated cost of youth employment	\$1,520

Method of Youth Employment

The Department of Parks and Recreation has full-time and part-time youth employed in various areas of the Department. The Youth Enhancing Parks Program (YEPP) allows youth to work on projects based on their training, experience, and physical class, as qualified. Youth will be managed and supervised by Department staff. In addition, the Department requires contractors to make a good faith effort to employ At-Risk youth from the community in which the project is being carried out in compliance with the County's definition of "At-Risk Youth".

Youth Employment Goal:

Under the provisions of the Los Angeles County Regional Park and Open Space District policy on employment of youth, the Youth Employment Minimum Obligation of the County of Los Angeles is \$15,739,750 (equal to 50% percent of the total maintenance and servicing funding from Proposition A of 1992 and 1996). The County of Los Angeles has met its Youth Employment Goal; however, Parks and Recreation continues to actively pursue employment opportunities for youth on projects that have tasks identified as being appropriate for youth workers.